FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD

Residence Inn Tallahassee
600 W. Gaines St.
Tallahassee, FL 32304
850.329.9080

January 9 – 11, 2013

MEETING MINUTES
Approved 2/15/2013

Board Members Present
Robert Moody, Chair
W. Brian Cathey, Vice Chair
William Sheehan
James Evetts
Carl Engelmeier
Edward Weller
Roy Lenois
Jacqueline Watts
Christopher Cobb
Albert Korelishn
Michelle Kane
Mark Pietanza
Paul Del Vecchio
Aaron Boyette

Board Members Absent
Kristen Beall
Michelle Kane
Richard Kane (absent Friday only)

Others Present
Drew Winters, Executive Director, DBPR
Amanda Wynn, Government Analyst, DBPR
David Spingler, Government Analyst, DBPR
Daniel Biggins, Legal Advisor, AGO
Paul Waters, Chief Prosecuting Attorney, DBPR
Ken Lawson, Secretary, DBPR
Tim Vaccaro, Deputy Secretary, DBPR
ADDITIONAL BUSINESS ENTITIES REVIEW

Division I board members met for Additional Business Entities Review on January 9, 2013 from 2:00 – 3:26 pm. Mr. Boyette led the meeting. Of the 37 applications scheduled for review, 14 were approved, 6 were denied, 15 were continued, 1 was withdrawn, and 1 was pulled.

APPROVED (14)
Borraiz, William
Braun, Jeffrey
Chaires, Oscar
Eckelbarger, Adam
Eidelberg, Michael
Hampy, Darryl
Levesque, Daniel
Lopes, Ernesto
Schnell, John
Seiler, Robert
Smith, David
Smith, Ronald
Townsend, Francis
White, Charles

DENIED (6)
Al-Soufi, Maher
Mauro, Anthony
Segalis, Yakov
Storey, James
Taylor, John
Walter, Christopher

CONTINUED (15)
Acosta, Ricardo – 30 days
Anastasi, Robert – 30 days
Anderson, Randall – 60 days
Brown, John – 60 days
Butler, Karen – 60 days
Campesi, Patrick – 30 days
Czerwinski, Douglas – 60 days
De Angelis, John – 30 days
Green, Nathaniel – 60 days
Mullis, Michael – 60 days
Richardson, Ronald – 60 days
Smith, Edgar – 30 days
Tarafa, Roberto – 30 days
Tombaugh, James – 30 days
Wolf, Ronald – 60 days
WITHDRAWN (1)
Carpenter, James

PULLED (1)
Miller, Julie

Division II Board members met for Additional Business Entities Review on January 10, 2013 from 1:45 – 2:16 pm. Mr. Cobb led the meeting. Of the 16 applications scheduled for review, 8 were approved, 6 were continued, 2 were denied.

APPROVED (8)
Courtney, Keith
Justice, Steven
Mendez, Gonzalo
Neal, Lawrence
Stagner, Scott
Strickler, Steven – application orally amended to a change of status application and not an additional business entity application
Vance, David
White, Charles

CONTINUED (6)
Acevedo, Lauro – 30 days
Anastasi, Robert – 30 days
Guerrero, Fausto – 30 days
Kane, Paul – 30 days
Libert, Richard – 60 days
Sinclair, Mark – 30 days

DENIED (2)
Broderick, James
Rodriguez, Alberto

APPLICATION REVIEW

Division I Board members met for Application Review on January 9, 2013 from 4:37 – 5:59 pm. Mr. Evetts led the meeting. Of the 25 applications scheduled for review, 5 were approved, 1 was contingently approved, 5 were continued, 7 were denied, 6 were withdrawn, and 1 was pulled.

APPROVED (5)
Crofoot, Robert
Hutchinson, Arnold
Leonardo, Joseph
Thomas, Patrick
Walker, Chad
CONTINGENT APPROVALS (1)
Allen, Steven – Contingent upon providing proof of 2 years experience. The applicant was also given 6 years probation and is required to provide complete bank statements at each probation appearance.

CONTINUED (5)
Adams, Flooker – 30 days
Esquerre, Francis – 90 days
Hersey, Richard – 6 months
Porosky, Christopher – 90 days
Schafstall, Charles – 90 days

DENIED (7)
Arnold, Ira
Fry, Bruce
Giraldo, Luis
Koushel, Kevin
Magallanes, Miguel
Penfield, Brennen
Wilson, Kenneth

WITHDRAWN (6)
Felter, Michael
Johnson, Shawn
Masharipov, Umarbek
Pitts, William
Ryczek, Zachary
Thomas, Gary

PULLED (1)
Martinez, Eduardo

Division II Board members met for Application Review on January 10, 2013 from 2:37 – 4:55 pm. Ms. Watts led the meeting. Of the 45 applications scheduled for review, 23 were approved, 1 was approved contingent, 3 were continued, 7 were denied, 9 were withdrawn, and 2 were pulled.

APPROVED (23)
Cranston, David
Dawson, Joseph
Elliot, Jared
Frankowski, Michal
Huang, Larry
Larkin, Shawn
Lear, Stephan
Leonardi, Michael
Maddox, Charles
McLaughlin, Jason
Medina, Ronald
Miller, William
Ordaz, Ciro
Owen, Michael
Paredes, John
Reed, Larry
Rigg, Adam
Scardina, James
Sfetcu, Vicky
Temperly, Charles
Venoy, Joseph – Approved as a downgrade to a Class A A/C Contractor’s License
Wilson, Theodore
Wood, Shane

CONTINGENT APPROVALS (1)
Jordan, John – Contingent upon submitting 4 years worth of W-2’s showing employment by C & J Roofing, Inc.

CONTINUED (3)
Adams, Flooker – 30 days
Levine, Michael – 60 days
Oliveras, Angel – 30 days

DENIED (7)
Dean, Debra
Duarte, Roberto
Essenfeld, Jacobo
Gross, Michael
Posada, David De Jesus
Rodriguez, Evelio
Vazquez, Jose

WITHDRAWN (9)
Bengoechea, Jose
Christiano, Anthony
Hurst, Robert
Mathews, Owen
Murphy, Steve
Pitts, William (Mechanical license)
Pitts, William (Plumbing license)
Poe, Cord
Willis, John

PULLED (2)
Perryman, Lucas
Whitacre, Thurman
Division I voted unanimously to ratify the list of financially responsible officer applications.

Division II voted unanimously to ratify the list of financially responsible officer applications.

PROBATION

The Division I Probation Committee convened on January 10, 2013 from 10:22 – 11:23 am. Mr. Kane led the meeting.

Jason Asbury, CGC1511019
Result: Satisfactory

Robert Chacon, CGC009564
Result: Unsatisfactory

Chadwyck Clark, CBC1257934
Result: Continued 2 months and ordered to pay a $250 assessment

Brandon Gilley, CRC1327329
Result: Unsatisfactory

Gregory Gover, CBC1259071
Result: Satisfactory

David Grande, CGC035899
Result: Unsatisfactory

John O’Toole, CBC1258829
Result: Satisfactory

Hector Obregon, CGC041565
Result: Satisfactory

Mark Orman, CGC1506674
Result: Satisfactory

Miguel Perez, CGC1517294
Result: Satisfactory

Samuel Poag, CGC1518138
Result: Satisfactory

William Poole, CGC1518449
Result: Satisfactory

Loren Spies, CGC009176
Result: Satisfactory
Marshall Stark, RB053106
Result: Satisfactory

David Tollman, CBC046667
Result: Satisfactory

The Division II Probation Committee convened on January 10, 2013 from 1:04 – 1:36 pm. Mr. Korelishn led the meeting.

Jesus Amoro, CAC1814250
Result: Satisfactory

Rickey Cason, CCC1329740
Result: Unsatisfactory

Kyle Car, CAC1814273
Result: Continuance granted

William Erney, CCC1328936
Result: Satisfactory
Request for early termination of probation granted.

Melvin Gideon, CPC1458148
Result: Satisfactory

James Parker, CAC057732
Result: Satisfactory

Keithon Patterson, CFC1428164
Result: Satisfactory

Leroy Wilkerson, RF11067527
Result: Satisfactory

Adrian Williams, RA13067475
Result: Unsatisfactory

GENERAL SESSION

The meeting was called to order by Robert Moody, Chair, at 9:08 am. Mr. Lenois gave the Invocation. Mr. Evetts led the Pledge of Allegiance.

REVIEW OF MINUTES

The board voted unanimously to approve the following minutes:

- September 2012 Meeting Minutes
- October 2012 Meeting Minutes
EXECUTIVE DIRECTOR’S REPORT – DREW WINTERS

Mr. Winters gave the following report:

Mr. Winters asked the Board to excuse the following absences:

Ms. Beall
Ms. Kane
Mr. Kane (Friday only)

The board voted unanimously to excuse these absences.

With nothing further to report the board voted unanimously to approve this report.

CHAIRMAN’S REPORT – ROBERT MOODY

Mr. Moody introduced the Secretary of the Department, Mr. Ken Lawson.

Mr. Moody also announced the new committee assignments for the upcoming year.

Members of the Department’s Division of Service Operations gave a brief presentation regarding processing guidelines for construction applications.

With nothing further to report the board voted unanimously to approve this report.

PROSECUTING ATTORNEY’S REPORT – PAUL WATERS

Mr. Waters gave the following report:

For the month of December 2012, the overall case load was 336, up from 304 in November 2012, and down from 363 in December 2011.

There were 156 cases currently in Legal to be reviewed, 33 cases set for probable cause, and 26 cases where probable cause had been found/administrative complaints filed. 1 settlement stipulation had been approved, 3 informal hearings had been requested, and 4 cases were awaiting outside action. 5 cases were ready for default, 15 had requested formal hearings, and 0 cases were referred to DOAH. 2 cases were in settlement negotiations, 13 cases were pending board dates, and 42 cases were set for board presentation. 36 cases were awaiting final orders. 0 cases were under appeal and 0 cases had been reopened.

For the month of December 2012, 48 cases were closed.

With nothing further to report the board voted unanimously to approve this report.

ATTORNEY GENERAL’S REPORT – DANIEL BIGGINS
WILLIAM ADEIMY – REQUEST FOR INFORMAL HEARING

Mr. Adeimy was not present.

Mr. Biggins presented this case stating Mr. Adeimy’s application to qualify an additional business entity was denied at the October 2012 meeting of the board for failing to demonstrate the qualifying agent would properly supervise the construction work and business activities as required by Section 489.119, Florida Statutes. The Notice of Intent to Deny was filed in November of 2012. Mr. Adeimy timely requested board reconsideration, and requested the board vacate the denial of the application and allow him to withdraw the application.

After discussion the board voted to vacate the denial of the application and to allow Mr. Adeimy to withdraw the application.

ANDREW CASTLEMAN – REQUEST FOR INFORMAL HEARING

Mr. Castleman was present.

Mr. Biggins presented this case stating Mr. Castleman’s application for initial issuance of a residential pool/spa contractor’s license was denied at the July 28, 2009 meeting of the board for failing to demonstrate the required experience. The Notice of Intent to Deny was filed in August of 2009. Mr. Castleman timely requested board reconsideration after receiving the Notice of Intent to Deny, but requested a continuance of his hearing until a later date.

After discussion the board voted to approve the application contingent upon Mr. Castleman, within 30 days, providing an updated credit report, updated criminal history results, and W2’s showing proof of employment for Island Pools for the time periods Mr. Castleman is using to verify his experience.

The board also requested that Mr. Waters open a case against Mr. Castleman for possible unlicensed activity.

JOSEPH GEOSITS – REQUEST FOR INFORMAL HEARING

Mr. Geosits was present.

Mr. Biggins presented this case stating Mr. Geosits’ application to qualify an additional business entity was denied at the November 2012 meeting of the board for failing to appear as required Rule 61G4-15.0021, Florida Administrative Code. The Notice of Intent to Deny was filed in January of 2013. Mr. Geosits timely requested board reconsideration.

After discussion the board voted to approve the application.

YORDANYS HECTOR – REQUEST FOR INFORMAL HEARING

Mr. Hector was present.
Mr. Biggins presented this case stating Mr. Hector’s application for initial issuance of a certified roofing contractor’s license was denied at the May 2012 meeting of the board for failing to demonstrate the required experience and failing to sufficiently demonstrate financial stability and responsibility. The Notice of Intent to Deny was filed in June of 2012. Mr. Hector timely requested board reconsideration but requested an indefinite extension of his hearing to resolve financial issues.

After discussion the board voted to approve the application contingent upon Mr. Hector providing proof of having obtained a credit score of 660 or higher, or obtaining a licensing bond or irrevocable letter of credit.

**CARLOS HERNANDEZ – REQUEST FOR INFORMAL HEARING**

Mr. Hernandez was present.

Mr. Biggins presented this case stating Mr. Hernandez’ application to qualify an additional business was denied at the October 2012 meeting of the board for failure to appear as required by Rule 61G4-15.0021, Florida Administrative Code. The Notice of Intent to Deny was filed in November of 2012. Mr. Hernandez timely requested board reconsideration.

After discussion the board voted to grant Mr. Hernandez a 60 continuance to provide proof of having obtained 20% ownership in the proposed company.

**CHRISTOPHER NEVSETA – REQUEST FOR INFORMAL HEARING**

Mr. Nevseta was present.

Mr. Biggins presented this case stating Mr. Nevseta’s application for initial issuance of a certified building contractor’s license was denied at the October 2012 meeting of the board for failing to demonstrate the required experience. The Notice of Intent to Deny was filed in November of 2012. Mr. Nevseta timely requested board reconsideration.

After discussion the board voted to approve the application as a downgrade to a certified residential contractor’s license.

**WILSON PETITT – REQUEST FOR INFORMAL HEARING**

Mr. Petitt was not present.

Mr. Biggins presented this case stating Mr. Petitt’s application for initial issuance of a certified residential contractor’s license was denied at the September 2012 meeting of the board because the application indicated the applicant had been convicted, found guilty or, or entered a plea of nolo contendere to crimes related to the practice of contracting, contrary to section 455.227 (1)(c) and 489.129 (1)(b), Florida Statutes. The Notice of Intent to Deny was filed in October of 2012. Mr. Petitt timely requested board reconsideration.
After discussion the board voted to uphold the denial of the application.

EDWARD ROSSMAN – PETITION FOR DECLARATORY STATEMENT

Mr. Rossman was present.

Mr. Biggins presented this case stating Mr. Rossman filed a petition for a declaratory statement on November 21, 2012. The petition was noticed in the Florida Administrative Register on December 11, 2012. Mr. Biggins noted the petitioner is requesting an interpretation of Chapter 489.105, Florida Statutes, and whether a license is required for work specializing in manufacturing, supplying, and installing vehicle exhaust systems, both hose drop systems and self contained air cleaning systems to remove carcinogenic diesel exhaust fumes. Mr. Biggins asked the board to consider whether or not the petition meets the criteria for a declaratory statement, and to dismiss or answer as appropriate.

After discussion the board voted that the petitioner had standing. After further discussion the board voted that a license is required for the type of work detailed in the petition, specifically a sheet metal contractor’s license.

JAMES SIMMONS – REQUEST FOR INFORMAL HEARING

Mr. Simmons was present.

Mr. Biggins presented this case stating Mr. Simmons’ application for initial issuance of a certified general contractor’s license was denied at the September 2012 meeting of the board for failing to sufficiently demonstrate financial stability and responsibility. The Notice of Intent to Deny was filed in October 2012. Mr. Simmons timely requested board reconsideration.

After discussion the board voted to approve the application.

RECONSIDERATION OF RECOVERY FUND CLAIM 2008-054073

Mr. Biggins indicated this item had been pulled from the agenda.

With nothing further to report the board voted unanimously to approve this report.

COMMITTEE REPORTS

EXAMS/CE/PUBLIC AWARENESS COMMITTEE – ROY LENOIS

Mr. Lenois gave the following report:

AE21 Incorporated
1st Course: Building Envelope Failure during Wind Event – approved (as general)
2nd Course: HVAC and Related Failures in Catastrophes – approved (as general)
3rd Course: Retrospective Impact of 2010 Florida Building Code – approved (as general)
4th Course: Wind Damage Assessment, Identification and Research/Testing of Asphalt Composition Shingles – approved (as general)

Bard Manufacturing Company, Inc.
1st Course: Comprehensive Packaged Systems & Controls Installation/Service – approved

Building Officials & Inspectors Educational Association
1st Course: Building Components and Evaluations – approved
2nd Course: FBC 2010 Accessibility for Plumbers – approved
3rd Course: FBC Swimming Pool Updates – approved
4th Course: Plumbing Inspections – approved
5th Course: Plumbing Plan Review – approved
6th Course: Structural Plan Review Back to the Basics – approved
7th Course: Water Supply and Distribution – approved
8th Course: What to do with the Dirt
9th Course: Why Buildings Fall Down, How they Fail – approved

Building Officials Association of Florida
1st Course: Applying the Florida Building Code Existing (Classroom) – approved
2nd Course: Applying the Florida Building Code Existing (Online Version) – approved
3rd Course: Common Code Violations – approved
4th Course: Emergency Preparedness Preparation is the Key – approved
5th Course: Ethics in Construction – approved
6th Course: Existing Building Code – approved
7th Course: Florida Laws & Rules – continued 30 days
8th Course: Florida Plumbing Code Update – approved
9th Course: Introduction to Solar PV Solar System – approved
10th Course: Mechanical Code Hot Topics – approved
11th Course: NEC Hot Topics – approved
12th Course: Public Outreach for Building Departments – approved
13th Course: Required Laws and Rules – continued 30 days
14th Course: Solar Permitting and Inspection – approved
15th Course: Workers’ Compensation – approved
16th Course: Workplace Safety – approved

Cam Tech School of Construction, Inc.
1st Course: Financial Responsibility & Stability for the Contractor – approved

Compliance Data Services, Inc., d/b/a Calcs-Plus
1st Course: HVAC V-3 EnergyStar Contractor Verification Checklist – approved
(contingent upon providing staff a more detailed timeline)

Construction Services Enterprise, Inc.
1st Course: Developing Cost Control & Estimating Systems – approved (as general)
2nd Course: Reasons for Pre-Construction & Project Planning – approved (as general)

Education Institute of Florida, Inc.
1st Course: Crisis Management in Construction – approved
Florida Association of Plumbing, Heating, & Cooling Contractors
1st Course: Internet Marketing and SEO Techniques for Your Plumbing Business – approved

Florida Building Codes and Standards
1st Course: Modular Building Foundations (Classroom) – approved
2nd Course: Modular Building Foundations (Online) – continued 30 days

Florida Educational Facilities Planners
1st Course: Benefits & Use of Campus Infrastructure Information Models – approved
2nd Course: Carpet 101 – The Commercial Specification – approved
3rd Course: Firesafety in Educational Facilities – 69A-58 Update – approved
4th Course: How Technology Affects…Libraries from K12 to University – approved
5th Course: Presentation Skills for Technical Professionals – approved

Florida Masonry Apprentice & Educational Foundation, Inc.
1st Course: Concrete Masonry Construction – Instruction and Hands on Masonry Lab – approved

FRSA Education Foundation
1st Course: Construction Contract Provisions – approved
2nd Course: OSHA Inspection & Citation Process – approved
3rd Course: Understanding OSHA Regulations – approved

Hanley Wood Exhibitions
1st Course: Avoid Floor Moisture Problems: Testing, Evaluation and Remediation Systems – denied
2nd Course: Business Operations Forum – approved
3rd Course: Change is in the Air: Air Barriers Requirements – continued 30 days
4th Course: Concrete Repair Fundamentals I: Surface Preparation, Reinforcement Repair, Material Selection and Placement – approved
5th Course: Concrete Repair Fundamentals II: Waterproofing and Corrosion Protection – approved
6th Course: Crisis Management Every Contractor Should Have – approved (as general)
7th Course: Developments in Health Issues Related to Asphalt Fumes – approved
8th Course: Effective Use of Chemical Admixtures in Concrete – approved
9th Course: Effective Use of Roof Coatings – approved (as general)
10th Course: Electrical Safety around Solar for Roofers – approved
11th Course: Evaluating Asphalt Shingles: A Comparison of Test Methods – approved
12th Course: Evaluation of New and Existing Decks for Plaza and Green Roof Waterproofing Systems – approved
13th Course: Federal Legislative and Regulatory Outlook for the Roofing Industry – approved (as general)
14th Course: Fix Floor Moisture Problems Building Design and Construction Materials – approved
15th Course: Intelligent Roofing Systems Selection and Design – approved (as general)
16th Course: Long Term Weathering of Single Ply and Bituminous Commercial Roofing Membranes and Discussion of Testing Considerations – approved (as general)
17th Course: OSHA Citations – The Unpreventable Employee and Supervisor Misconduct Defense – approved (as general)
18th Course: OSHA Construction Rulemaking Update, Year-In-Review Regulation, Data, & More – approved (as general)
19th Course: Reviewing Killer Contract Clauses – approved

Hornerxpress
1st Course: AquaCal Heat Pumps (1 hr) – continued
2nd Course: AquaCal Heat Pumps (2 hrs) – continued
3rd Course: AquaCal Heat Pumps (3 hrs) – continued
4th Course: AquaCal Heat Pumps (6 hrs) – continued
5th Course: AutoPilot Chlorine Generators (1 hr) – continued
6th Course: AutoPilot Chlorine Generators (2 hrs) – continued
7th Course: AutoPilot Chlorine Generators (3 hrs) – continued
8th Course: Back to Basics – Selling AquaCal Heat Pumps (1 hr) – continued
9th Course: Back to Basics – Selling AquaCal Heat Pumps (2 hrs) – continued

Insurance by Ken Brown, Inc.
1st Course: Reducing the Cost of Workers’ Compensation – approved
2nd Course: Workers’ Compensation Basics – approved

JC Code & Construction Consultants, Inc.
1st Course: Mixed Occupancy Provisions of the Florida Building Code – Building Volume – approved
2nd Course: The Mechanical, Plumbing, Fuel Gas and Electrical Fundamentals of the Florida Residential Code – approved

Training License Center, Inc.
1st Course: Contractor Life Safety – approved

University of Florida Program for Resource Efficient Communities
1st Course: Lighting and Energy Management for Commercial Buildings, Unit I Building Audits – approved
2nd Course: Lighting and Energy Management for Commercial Buildings, Unit II Energy Management – approved
3rd Course: Lighting and Energy Management for Commercial Buildings, Unit III Case Studies – denied

With nothing further to report the board voted unanimously to approve this report.

RULES/PUBLIC/LEGISLATIVE COMMITTEE – MARK PIETANZA

Mr. Biggins gave the following report:

The following Proposed Rules have been Noticed:

61G4-12.011 Definitions
61G4-15.035 Certification of Irrigation Specialty Contractors
61G4-15.038 Demolition Specialty Contractors
Mr. Biggins provided the Active Litigation Summary, detailed below:

**David Lawrence Padron v. DBPR** – Construction Industry Licensing Board (DOAH)  
DOAH No. 12-3847 – License denial case set for January 2013 DOAH hearing

**Juan Carlos Cacciamani v. DBPR** – Construction Industry Licensing Board (1st DCA)  
DCA No. 1D12-1811 – Appellate case dismissed as moot. Fee issue pending before DCA.

**Robert Petito vs. Construction Industry Licensing Board** – DBPR (DOAH)  
DOAH No. 12-3154 (Formerly 11-3763) – Appeal dismissed and fees denied at DCA on license case. Fee issue pending at DOAH, December 11 Hearing.

Mr. Winters also informed the board of the following proposed legislation:

**House Bill 57** – Mr. Winters stated that this bill would allow the Department to transfer excess funds which it determines are not required to fund the Building Code Administrators and Inspectors Board (“BCAIB”) to the Florida Homeowners’ Construction Recovery Fund (“FHCRF”). Mr. Evetts voiced his concern that the BCAIB needed to spend its money or it would be swept into the FHCRF.

**Senate Bill 156** – Mr. Winters stated this bill would amend s. 489.105, F.S., to include the cleaning, maintenance, and water treatment of swimming pools as services requiring licensure, and to amend s. 489.111, F.S., to revise the eligibility requirements to take the swimming pool/spa servicing contractors’ examination. Mr. Evetts indicated that this would create a substantial number of applicants/licensees due to the number of pools in the state. Mr. Lenois indicated that his understanding of this bill being proposed is to curtail the problem of unlicensed pool cleaners engaging in pool construction services that currently require a license.

**Senate Bill 238 and Senate Bill 84** – Mr. Winters stated these bills are regarding Public Private Partnerships (“P3”). Mr. Winters stated these bills were only being introduced to the board for informational purposes and do not have a direct impact on licensure, and that the Department would only be monitoring these bills. Mr. Winters reminded the Board that if they had concerns regarding the legislation that they were permitted to work through their independent associations or speak with their legislators as members of the industry.

With nothing further to report the board voted unanimously to approve this report.

**OLD BUSINESS**

Removal of old materials from laptop.

**NEW BUSINESS**
Mr. Cathey asked each board member to think about things they could do to make the board function better and to bring their ideas back next month.

Mr. Evetts requested updated phone numbers for staff and other board members.

Mr. Boyette requested a breakdown of licenses issued in 2012.

With no further business the meeting was adjourned at 10:36 am.